

**Wellesley Public Schools  
School Committee Policy Subcommittee Meeting  
February 26, 2018  
Superintendent's Conference Room, 40 Kingsbury St**

The Open Session meeting of the School Committee Policy Subcommittee convened at 1:10 PM. Those present included Chair Tony Bent, Secretary Matt Kelley, and Superintendent David Lussier, and Assistant Superintendent Judy Belliveau.

**MINUTES APPROVAL: 2/1/18**

Mr. Kelley distributed minutes for the Subcommittee meeting of February 1, 2018. The minutes were approved unanimously as distributed.

**REVIEW OF POLICIES IN SECTIONS F AND G**

The Subcommittee reviewed policies in Section F – Facilities and Section G – Personnel, cross-referencing those policies with the corresponding policies from the MASC model policy manual, with a goal of considering whether to incorporate any of the recent changes MASC has made to their policies. The Subcommittee reviewed MASC changes in the following policies:

- FA – Facilities Development Goals  
*accepted a change referencing the Committee's intent to partner with the MSBA whenever possible*
- FF – Naming New Facilities  
*minor style and word changes*
- FFA – Memorials  
*added this policy based on the MASC version, with a change to language discussing alternatives for memorials*
- GBA – Equal Employment Opportunity  
*updated the protected categories with respect to employment opportunity based on the MASC version*
- GBEA – Staff Ethics / Conflict of Interest  
*added a paragraph from the MASC version describing the required completion of online training by employees*
- GBEB – Staff Conduct  
*accepted a minor word change from "regulations" to "procedures"*
- GBED – Tobacco Use on School Property by Staff Members  
*added a generalization to the term "e-cigarettes"*
- ADC – Smoking and Tobacco Use on School Premises  
*updated this policy in section A to make the same generalization to "e-cigarettes" as in policy GBED*
- GBGB – Staff Personal Security and Safety  
*rejected a change specifying the employee assistance program as a "municipal" entity*

- GBGE – Domestic Violence Leave Policy  
*recoded from GCCD to GBGE*
- GBGF – Family and Medical Leave  
*recoded from GCCC to GBGF and accepted a minor word change from “regulations” to “procedures”*
- GBI – Staff Participation in Political Activities  
*rejected the addition of a legal reference*
- GBK – Staff Complaints and Grievances  
*rejected the addition of this policy*
- GCBA – Professional Staff Salary Schedules  
*rejected the addition of a paragraph focused on merit-based compensation specifically for principals*
- GCBB – Employment of Principals  
*rejected a minor wording change*
- GCBC – Professional Staff Supplementary Pay Plans  
*rejected the addition of this policy*
- GCE – Professional Staff Recruiting/Posting of Vacancies  
*rejected the addition of this policy*
- GCF – Professional Staff Hiring  
*rejected the addition of this policy*
- GCJ – Professional Teacher Status  
*added a reference to satisfactory evaluations as a requirement for continuous employment*
- GDO – Evaluation of Support Staff  
*accepted a reference to the use of job descriptions when evaluating support staff and a statement requiring advance notice to employees of the basis for their evaluations*
- GDQD – Suspension and Dismissal of Support Staff Members  
*added this policy based on the MASC version*

### **ADJOURNMENT**

The Subcommittee meeting adjourned at 2:20 PM.

Respectfully submitted,

Matt Kelley  
Secretary

### **Documents and Exhibits Used**

SC Policy Minutes 2018-02-01

MASC Policy Manual Changes June 2017

F Section

G Section

A Section